



Board of Trustees Meeting Minutes

September 7, 2022 • Noyes Building Founders Hall

Trustees

Kay Christensen
Randy Cox
Heather Groom
Leslie Keisel, Chair
Rick Robinson, Vice Chair
Jackson Rowley

College Personnel

Teri Clawson, Enrollment AVP
Matthew Gowans, Faculty Senate President
Tammy Hales, Staff Association President
Sherri Hansen, Budget Director
Beckie Hermansen, OIE Office
Carson Howell, Finance VP
Melanie Jenkins, Provost
Marci Larsen, Board Secretary
Stacey McIlff, President
Rob Nielson, Assistant to the President
Jay Olsen, Tech Ed VP
Micah Strait, OIE Office
Paul Tew, OIE Office

Others

N/A

Welcome

Chair Keisel called the meeting to order and welcomed the group.

Minutes from the Previous Meeting

Chair Keisel entertained a motion to accept and approve the minutes from the June 13, 2022 meeting. Trustee Christensen so moved. Trustee Cox seconded the motion, and it carried unanimously.

Ratify Executive Committee Decision

Chair Keisel said the board's Executive Committee met on July 8, August 16, and August 29 to discuss the institutional goals and vision. During those meetings, they had also taken the following actions, which were ratified by the full board.

- **Ralph Okerlund recognition:** Because of community pushback to name the Sevier Valley Center or arena, the decision was made to name School of Technical Education after Senator Okerlund. A nice event was held, with several legislators attending, and Senator Okerlund spoke at Richfield's back-to-school meetings. A motion to ratify the decision to name the School of Technical Education after Ralph Okerlund was made by Trustee Cox. Trustee Christensen seconded the motion, and it carried unanimously.
- **DevPipeline contract:** The amount owed exceeded the \$200K threshold which was not approved by the board. There was an internal investigation, which found that the employee in Continuing Education did what was asked of him. The college will improve controls, revise policy and better train employees on contract authority. The payment was split over two semesters, was flow-through funds, essentially, and the partnership no longer exists. Trustee Cox made a motion to ratify the decision to approve payment for the contract. Vice Chair Robinson seconded the motion, and all voted in favor.
- **Civitas contract:** This was a time-sensitive issue given the July 1 deadline to renew/change contracts. Civitas is a data analytics software solution that tracks student behavior and provides information that helps improve the student experience. The college has a current contract. This contract adds a package over a three-year time period that accumulatively exceeds the \$200K

threshold. Trustee Christensen made a motion to ratify the decision to sign the Civitas contract and asked for a report on the software's impact. Trustee Groom seconded the motion, and it passed unanimously.

- **RNL contract:** The college has been working with RNL for six months. They recommended adding Tik-Tok and Snapchat platforms for recruitment, and enrollment management officials agree would be a good way to extend the college's reach. The three-year contract in total exceeds the \$200K limit. Trustee Cox made a motion to ratify the decision to approve the RNL contract. Vice Chair Robinson seconded the motion, and it passed unanimously. Trustee Christensen asked for a report to show the ROI of the money spent for the contract.
- **Dust Collector:** COVID funds were used to purchase the piece of equipment, and the approval went through that process. Because the amount exceeded the \$200K threshold, administration wanted the trustees to be aware of the purchase. Trustee Cox made a motion to ratify the decision to purchase the dust collector. Trustee Rowley seconded the motion, and it carried unanimously.
- **Master plan and donation:** The college is unable to accept the \$10 million donation for the visual arts building given the stipulations. Chair Keisel wrote a letter and communicated with the donor, and the college is initiating process to determine the next facility need. Trustee Christensen made a motion to ratify the decision to decline the donation and move forward developing a master plan for both campuses. Trustee Cox seconded the motion, and it carried unanimously.

2023-24 Meeting Schedule

Chair Keisel announced the 2023-24 meeting schedule and asked trustees to make these meeting dates a priority on their schedules. Trustee Christensen made a motion to approve the schedule as presented. Trustee Cox seconded the motion, and it carried unanimously.

Land Bank Opportunities

Vice President Howell explained that a land bank proposal is an opportunity to secure land for future use and presented four possible properties for the college to consider purchasing. Trustee Cox made a motion to move forward with the request, prioritizing the properties in this order: Nephi, Pioneer Hall, Triple D, and the Jorgensen Property. Vice Chair Robinson seconded the motion, and it passed unanimously.

Name Change for Business and Applied Technology Division

Provost Jenkins said the Academic Affairs leadership team proposed a name change from the Business and Applied Technology Division to the Business and Technology Division. Trustee Christensen made a motion to so move. Trustee Cox seconded the motion, and it carried unanimously. Provost Jenkins also distributed information on newly-hired faculty members.

Enrollment Update

AVP Clawson said these are exciting times at Snow College. If enrollment holds through third week, she said this will be the first time the college receives growth funding. She explained different funding sources and said efforts to focus on increasing enrollment in vocational classes have paid off and will result in an ongoing appropriation.

Trustee Cox asked about the impact FSY would have on enrollment. Mr. Nielson reported on the success of the summer conference (which is sponsored by the Church of Jesus Christ of Latter-day Saints and hosted on the Ephraim Campus) and outlined how the college plans to spend the money received. Special accolades were given to the Food Service and Scheduling and Conference staff members who exceeded all expectations in this inaugural year. Chair Keisel asked that supervisors relay the board's appreciation to these groups for their work.

Report from the Student Body President

President Rowley expressed his excitement and energy for the school year and gave the following updates: Students are attending events in high numbers, Western Swing is a favorite activity of students, and student leaders had a successful conference to unite and set the tone for the year. President Rowley also talked about traditions and shared his desire to reestablish some traditions such as roller skating, cleaning/restoring the S on the hill, and painting an S on the intersection of Main Street. A new successful tradition, he said, was the kickoff event in Richfield, which was the biggest student event ever held on that campus.

Report from the Alumni Association

Trustee Kay Christensen invited all trustees to join the Alumni Association on October 15 for Homecoming events including the Golden Badger luncheon and the Distinguished Alumni ceremony, along with the parade, tailgate party, and football game.

Report from the Faculty Senate

Senate President Gowans expressed appreciation for the opportunity to attend the meeting and give a report. He said classes are in session and noted it is great to have students back on campus. He shared excitement for President McIff's appointment and shared his commitment to working with the Staff Association to bridge gaps. He also said he will work to help others understand the role of the senate, and he invited trustees to visit a class. Trustee Christensen asked if the faculty are happy. President Gowans said there are always ups and downs, but – overall – said he believes they are doing what they love to do, which results in happiness. Trustee Christensen said their happiness matters and asked President Gowans to express the board's appreciation to faculty members.

Report from the Staff Association

Staff President Hales said it really helps to be part of this meeting and thanked President McIff and board members for the invitation to participate. She reported on the recently-hosted statewide Staff Association retreat and Buster's Pantry. She also emphasized her intention to work with Faculty Senate and Association leadership to create more unity between faculty and staff.

Institutional Mission and Values

Chair Keisel said President McIff has looked to the board for guidance and direction, and she thanked her for her willingness to engage the board in leading the college. She said she could tell the college would not be stagnant during this interim period and invited all trustees to be prepared to accept assignments to move the college forward. Chair Keisel summarized a meeting she and Vice Chair Robinson had with state Board Member Christiansen and asked President McIff to share the details of the meeting.

President McIff first gave a brief update on the back-to-school events, highlighting the "Better Together" theme and task-oriented approach of her leadership team. She thanked her colleagues and shared feedback received from a recent faculty and staff survey.

In addition to meeting with faculty and staff, President McIlff updated the board on other steps taken to focus in on five institutional priorities: supporting employees, managing enrollment strategically, securing facilities, helping students succeed, and telling our story. The purpose of today's discussion, she said, was to solicit input and guidance from the trustees. A positive discussion ensued, and each trustee shared his or her thoughts on the college's strengths, challenges, and opportunities.

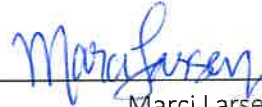
At the conclusion of the discussion, UBHE Member Christiansen's caution that, "the most important decision you will make is what to say no to" was shared, and Chair Keisel asked trustees to take these strategic priorities and goals into consideration before making decisions. She asked President McIlff to create a list outlining how board members can keep the momentum going. President McIlff agreed to do so and thanked the trustees for their leadership and support.

Motion for Executive Session

Vice Chair Robinson made a motion to move into an executive session to discuss pending or reasonably imminent litigation, which is a topic allowed by Utah Code § 52-4-205. Trustee Christensen seconded the motion, and a roll call vote was taken. All trustees voted yes.

Motion to Adjourn

The meeting was opened to the public after the executive session. Trustee Christensen made a motion to adjourn. Trustee Cox seconded the motion, and it passed unanimously.



Marci Larsen, Board Secretary

Approved: November 21, 2022